

**TOWN OF TEXHOMA, OKLAHOMA
TEXHOMA, OKLAHOMA**

**AGREED UPON PROCEDURES
AND ACCOMPANYING
INDEPENDENT AUDITOR'S REPORT**

**FOR THE YEAR ENDED
JUNE 30, 2022**



Members of American
Institute of Certified
Public Accountants

Members of Oklahoma
Society of Certified
Public Accountants

Practioner's Report on Applying Agreed-Upon Procedures

To the Specified Users of the Report:

Town Board, Town of Texhoma
Texhoma, Oklahoma

Trustees of the Texhoma Public Works Authority
Texhoma, Oklahoma

Trustees of the Texhoma Housing Authority
Texhoma, Oklahoma

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

We have performed the procedures enumerated below as defined within the applicable state laws of the State of Oklahoma solely to assist the Town, Public Works Authority and Housing Authority in meeting its financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2022. Management of the Town of Texhoma, Public Works Authority and Housing Authority are responsible for the Town's and Authority's financial accountability and its compliance with those legal and contractual requirements.

The Town of Texhoma, Texhoma Public Works Authority and Texhoma Housing Authority have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting its financial accountability requirements as prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1-.3. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

Procedures and Findings

As to the Town of Texhoma as of and for the fiscal year ended June 30, 2022:

- I. Prepare a schedule of changes in fund balances for each fund from the Town's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: See Exhibit I. No instances of noncompliance noted.

- II. Prepare a budget and actual financial schedule for the General Fund and any other significant funds listing separately each federal fund and compare the actual expenditures and encumbrances reported to the authorized appropriations to report any noted instances on noncompliance with the appropriation limitations.

Findings: See Exhibit II. No instances of noncompliance noted.

- III. Agree the Town's material bank account balances to bank statements, and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

Findings: No instances of noncompliance noted.

- IV. Compare the Town's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances of noncompliance noted.

- V. Compare use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VI. Compare the accounting for the Town's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VII. Compare the Town's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

As to the Texhoma Public Works Authority as of and for the year ended June 30, 2022:

- I. Prepare a schedule of revenues, expenditures and changes in fund balance for each fund from the Authority's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: See Exhibit III. No instances of noncompliance noted.

- II. Agree the Authority's material bank account balances to bank statements, and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

Findings: No instances of noncompliance noted.

- III. Compare the Authority's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances of noncompliance noted.

- IV. Compare the Authority's use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- V. Compare the accounting for the Authority's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VI. Compare the Authority's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

As to the Texhoma Housing Authority, as of and for the year ended June 30, 2022:

- I. Prepare a schedule of revenues, expenditures and changes in fund balance for each fund from the Authority's trial balances and compare the schedule results to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

Findings: See Exhibit IV. No instances of noncompliance noted.

- II. Agree the Authority's material bank account balances to bank statements and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

Findings: No instances of noncompliance noted.

- III. Compare the Authority's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: No instances of noncompliance noted.

- IV. Compare the Authority's use of material-restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- V. Compare the accounting for the Authority's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

- VI. Compare the Authority's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

Findings: No instances of noncompliance noted.

We were engaged by The Town of Texhoma, the Texhoma Public Works Authority and Texhoma Housing Authority to perform this agree-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and the additional requirements prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1.-3. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, to meet the requirements prescribed in Oklahoma Statutes 11-17.105-.107 and 60-180.1.-3. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of The Town of Texhoma , Texhoma Public Works Authority and Texhoma Housing Authority to meet our ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the specified users, as identified above, and is not intended to be and should not be used by anyone other than those specified parties.

A handwritten signature in black ink, appearing to be 'JSA' or similar, written in a cursive style.

Clinton, Oklahoma
April 10, 2023

EXHIBIT I

TOWN OF TEXHOMA, OKLAHOMA
SUMMARY OF CHANGES IN FUND BALANCES-MODIFIED CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2022

| | <u>Beginning of Year Fund Balance</u> | <u>Current Year Change</u> | <u>End of Year Fund Balance</u> |
|--------------------------------|---|------------------------------------|---|
| TOWN OF TEXHOMA | | | |
| General Fund | \$ 674,172 | \$ (78,586) | \$ 595,586 |
| TOWN TOTAL | <u>\$ 674,172</u> | <u>\$ (78,586)</u> | <u>\$ 595,586</u> |
| ENTERPRISE FUNDS | | | |
| Texhoma Public Works Authority | \$ 682,198 | \$ (1,347) | \$ 680,851 |
| TOTAL ENTERPRISE FUNDS | <u>\$ 682,198</u> | <u>\$ (1,347)</u> | <u>\$ 680,851</u> |
| COMPONENT UNITS: | | | |
| Texhoma Housing Authority | \$ 10,998 | \$ (782) | \$ 10,216 |
| TOTAL COMPONENT UNITS | <u>\$ 10,998</u> | <u>\$ (782)</u> | <u>\$ 10,216</u> |
| OVERALL TOTAL | <u><u>\$ 1,367,368</u></u> | <u><u>\$ (80,715)</u></u> | <u><u>\$ 1,286,653</u></u> |

TOWN OF TEXHOMA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2022

| | Final Budget | Actual Amounts | Variance with Final Budget Positive (Negative) |
|--|-------------------------|---------------------------|---|
| Beginning Budgetary Fund Balance: | \$ 559,444 | \$ 674,172 | \$ 114,728 |
| <u>Resources (Inflows):</u> | | | |
| Taxes: | | | |
| Sales tax | 220,000 | 226,786 | 6,786 |
| Franchise tax | 39,601 | 40,362 | 761 |
| City use tax | 52,500 | 54,535 | 2,035 |
| Cigarette tax | 1,800 | 1,803 | 3 |
| Gasoline tax | 1,450 | 1,575 | 125 |
| Total Taxes | <u>315,351</u> | <u>325,062</u> | <u>9,711</u> |
| Intergovernmental: | | | |
| Alcoholic beverage tax | 20,000 | 20,487 | 487 |
| Motor vehicle tax | 6,800 | 6,867 | 67 |
| Total Intergovernmental | <u>26,800</u> | <u>27,354</u> | <u>554</u> |
| Licenses and Permits | 15 | 115 | 100 |
| Ambulance: Pull Out Fee | 1,500 | - | (1,500) |
| Dog Pound Fees | 25 | 25 | - |
| Police Fines | 125,000 | 133,507 | 8,507 |
| Royalty Income | 25 | 66 | 41 |
| Swimming Pool Income | 2,500 | 1,618 | (882) |
| Rental Income | 2,060 | 2,120 | 60 |
| Reimbursement Income | 62,000 | 61,516 | (484) |
| Grant Income | 138,682 | 165,506 | 26,824 |
| Donations | 8,219 | 16,944 | 8,725 |
| Miscellaneous | 29,230 | 1,654 | (27,576) |
| Total current year resources | <u>711,407</u> | <u>735,489</u> | <u>24,082</u> |
| Amounts available for appropriation | <u>\$ 1,270,851</u> | <u>\$ 1,409,661</u> | <u>\$ 138,810</u> |

TOWN OF TEXHOMA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2022

| | <u>Final Budget</u> | <u>Actual Amounts</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|---|-------------------------|---------------------------|---|
| <u>Charges to Appropriations (Outflows):</u> | | | |
| Economic Development Expenses | | | |
| Economic Development | 500 | 0 | 500 |
| Total Economic Development | <u>500</u> | <u>0</u> | <u>500</u> |
| General Government | | | |
| Personal Services | 46,000 | 45,298 | 702 |
| Materials and Supplies | 12,000 | 10,842 | 1,158 |
| Other Services and Charges | 214,600 | 217,108 | (2,508) |
| Capital Outlay | 148,126 | 145,219 | 2,907 |
| Total General Government | <u>420,726</u> | <u>418,467</u> | <u>2,259</u> |
| Airport Department: | | | |
| Personal Services | - | - | - |
| Materials and Supplies | - | - | - |
| Other Services and Charges | 250 | - | 250 |
| Capital Outlay | - | - | - |
| Total Airport | <u>250</u> | <u>-</u> | <u>250</u> |
| Ambulance Department | | | |
| Personal Services | - | - | - |
| Materials and Supplies | 5,000 | 3,072 | 1,928 |
| Other Services and Charges | 10,000 | 8,589 | 1,411 |
| Capital Outlay | - | - | - |
| Total Ambulance | <u>15,000</u> | <u>11,661</u> | <u>3,339</u> |
| Animal Control | | | |
| Personal Services | - | - | - |
| Materials and Supplies | - | - | - |
| Other Services and Charges | 400 | 349 | 51 |
| Total Animal Control | <u>400</u> | <u>349</u> | <u>51</u> |
| City Department | | | |
| Personal Services | 51,500 | 51,011 | 489 |
| Materials and Supplies | - | - | - |
| Other Services and Charges | 4,000 | 3,650 | 350 |
| Capital Outlay | - | - | - |
| Total City Department | <u>55,500</u> | <u>54,661</u> | <u>839</u> |

TOWN OF TEXHOMA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2022

| | <u>Final Budget</u> | <u>Actual Amounts</u> | <u>Variance with Final Budget Positive (Negative)</u> |
|---|-------------------------|---------------------------|---|
| Community Center | | | |
| Materials and Supplies | 500 | 43 | 457 |
| Other Services and Charges | 7,500 | 6,763 | 737 |
| Capital Outlay | - | - | - |
| Total Community Center | <u>8,000</u> | <u>6,806</u> | <u>1,194</u> |
| Fire Department | | | |
| Personal Services | 2,500 | 1,986 | 515 |
| Materials and Supplies | 6,000 | 4,051 | 1,949 |
| Other Services and Charges | 19,000 | 17,381 | 1,619 |
| Capital Outlay | 31,200 | 31,200 | - |
| Total Fire Department | <u>58,700</u> | <u>54,618</u> | <u>4,082</u> |
| Library Department | | | |
| Personal Services | 15,810 | 13,626 | 2,184 |
| Materials and Supplies | 250 | 56 | 194 |
| Other Services and Charges | 7,000 | 6,099 | 901 |
| Capital Outlay | - | - | - |
| Total Library Department | <u>23,060</u> | <u>19,781</u> | <u>3,279</u> |
| Municipal Court Department | | | |
| Personal Services | - | - | - |
| Materials and Supplies | - | - | - |
| Other Services and Charges | 1,350 | 1,341 | 9 |
| Capital Outlay | - | - | - |
| Total Municipal Court Department | <u>1,350</u> | <u>1,341</u> | <u>9</u> |
| Parks Department: | | | |
| Personal Services | - | - | - |
| Materials and Supplies | 1,050 | 1,000 | 50 |
| Other Services and Charges | 2,650 | 2,617 | 33 |
| Capital Outlay | - | - | - |
| Total Parks Department | <u>3,700</u> | <u>3,617</u> | <u>83</u> |

TOWN OF TEXHOMA, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2022

| | Final Budget | Actual Amounts | Variance with Final Budget Positive (Negative) |
|---|---------------------------------|---------------------------------|---|
| Police Department: | | | |
| Personal Services | 95,000 | 93,728 | 1,272 |
| Materials and Supplies | 8,500 | 7,433 | 1,067 |
| Other Services and Charges | 52,500 | 51,074 | 1,426 |
| Capital Outlay | 24,005 | 24,005 | 0 |
| Total Police Department | <u>180,005</u> | <u>176,240</u> | <u>3,765</u> |
| Swimming Pool: | | | |
| Personal Services | - | - | - |
| Materials and Supplies | 10,000 | 7,392 | 2,608 |
| Other Services and Charges | 47,500 | 46,558 | 942 |
| Capital Outlay | 5,000 | - | 5,000 |
| Total Swimming Pool | <u>62,500</u> | <u>53,950</u> | <u>8,550</u> |
| Street and Alley: | | | |
| Personal Services | - | - | - |
| Materials and Supplies | 2,600 | 2,305 | 295 |
| Other Services and Charges | - | - | - |
| Capital Outlay | - | - | - |
| Total Street and Alley | <u>2,600</u> | <u>2,305</u> | <u>295</u> |
| Total Charges to Appropriations | <u>\$ 832,291</u> | <u>\$ 803,796</u> | <u>\$ 28,495</u> |
| Other Financing Sources (Uses) | | | |
| Interest Income | 500 | 1,714 | 1,214 |
| Transfers, net | (60,000) | (11,993) | 48,007 |
| Total Other Financing Sources (Uses) | <u>(59,500)</u> | <u>(10,279)</u> | <u>49,221</u> |
| Change in Fund Balance | (180,384) | (78,586) | 101,798 |
| Ending Budgetary Fund Balance | <u><u>\$ 379,060</u></u> | <u><u>\$ 595,586</u></u> | <u><u>\$ 216,526</u></u> |

Exhibit III

**TEXHOMA PUBLIC WORKS AUTHORITY TEXHOMA, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND
BALANCE - MODIFIED CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2022**

Operating Revenues:

Charges for services:

| | |
|--------------------------|-------------------|
| Sewer | \$ 105,474 |
| Trash | 253,942 |
| Water | 284,295 |
| Water Crane | 2,754 |
| 911 Fees | 21,608 |
| Reconnect S/C fees | 3,090 |
| Loan Proceeds | 80,000 |
| Late Charges | 10,077 |
| Miscellaneous Revenue | 20,539 |
| Total Operating Revenues | <u>\$ 781,779</u> |

Operating Expenses:

Administration Department

| | |
|---------------------------------|---------------|
| Personal Services | \$ 155,513 |
| Materials & Supplies | 7,762 |
| Other Services & Charges | <u>57,389</u> |
| Total Administration Department | 220,664 |

Sewer Department

| | |
|--------------------------|--------------|
| Other Services & Charges | <u>4,011</u> |
| Total Sewer Department | 4,011 |

Trash Department

| | |
|--------------------------|--------------|
| Personal Services | 54,405 |
| Materials & Supplies | - |
| Other Services & Charges | 75,682 |
| Capital Outlay | 247,783 |
| Debt Service | <u>3,316</u> |
| Total Trash Department | 381,185 |

Exhibit III

TEXHOMA PUBLIC WORKS AUTHORITY TEXHOMA, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND
BALANCE - MODIFIED CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2022

| | |
|--|--------------------------|
| Water Department | |
| Personal Services | 6,333 |
| Materials & Supplies | 607 |
| Other Services & Charges | 155,465 |
| Capital Outlay | 29,397 |
| Total Water Department | <u>191,802</u> |
| | |
| Total Operating Expenses | <u>\$ 797,662</u> |
| Operating Income | <u>\$ (15,883)</u> |
| | |
| Non-Operating Revenues: | |
| Interest | <u>2,543</u> |
| Total Non-Operating Revenues | <u>2,543</u> |
| | |
| Net Income Before Contributions and Transfers | \$ (13,340) |
| | |
| Transfers in | 60,378 |
| Transfers out | (48,385) |
| | |
| Change in fund balance | \$ (1,347) |
| | |
| Fund Balance - beginning | <u>682,198</u> |
| | |
| Fund Balance - ending | <u><u>\$ 680,851</u></u> |

Exhibit IV

**TEXHOMA HOUSING AUTHORITY TEXHOMA, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND
BALANCE - MODIFIED CASH BASIS
FOR THE YEAR ENDED JUNE 30, 2022**

| | |
|--|-------------------------|
| Operating Revenues: | \$ - |
| Total Operating Revenues | <u>-</u> |
| Operating Expenses: | |
| Other Services & Charges | \$ 782 |
| Total Operating Expenses | <u>782</u> |
| Operating Income | <u>\$ (782)</u> |
| Non-Operating Revenues: | |
| Interest | \$ - |
| Total Non-Operating Revenues | <u>-</u> |
| Net Income Before Contributions and Transfers | <u>\$ (782)</u> |
| Transfers in | - |
| Change in fund balance | <u>\$ (782)</u> |
| Fund Balance - beginning | <u>10,998</u> |
| Fund Balance - ending | <u><u>\$ 10,216</u></u> |